

COMMUNITY RELATIONS

Internet Privacy

Users of those websites maintained by Stafford County Public Schools are to be informed by a statement posted on the websites of the following internet privacy practices of Stafford County Public Schools:

1. Records are protected and retained consistent with those obligations established by federal and state law, including the Virginia Privacy Protection Act of 1976 as set forth in Va Code §2.1-377, et seq., and the Virginia Freedom of Information Act (FOIA) as set forth in Va Code §2.1-340, et seq. Pursuant to the FOIA records in the possession of Stafford County Public Schools are subject to being inspected by or disclosed to members of the public upon receipt of an FOIA request. Identifiable confidential/person information will be removed prior to releasing routing information;
2. The privacy practices of other public or private entities, which may maintain websites to which the Stafford County Public Schools website may be linked, are not controlled by Stafford County Public Schools;
3. Certain information is automatically collected when visiting the website including:
 - a.) Routing or client information, including the Internet domain and Internet address of the user's computer;
 - b.) essential technical information, including identification of the page or service requested, type of browser and operating system being used, and date and time of access;
 - c.) non-essential technical information, including the Internet address of the website from which the user linked on to the Stafford County Public Schools website;
4. information other than that set forth in section 3 above is collected through the website when the user elects to send it to Stafford County Public Schools. Such optional information, by way of example, would be collected when a user clicks on a link and sends an e-mail to Stafford County Public Schools. Such information may include the

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user's name, e-mail address, content of the e-mail
communique, including any information provided by the
user on online forms;

5. web browsers have been designed with the ability to collect and pass potentially identifying information via "cookies" of which the user may not be aware. The Stafford County Public Schools website shall not place any "cookies" on a user's computer;
6. routing information is used to route a requested web page to the user's computer for viewing. Stafford County Public Schools sends the requested web page and the routing information to its Internet service provider and other entities involved in transmitting the requested page to the user;
7. Stafford County Public Schools may retain user information indefinitely but ordinarily deletes the transaction routing information from Stafford County Public School's computer within 30 days after the web page is transmitted. Stafford County Public Schools does not attempt to obtain any information to link it to individuals who browse Stafford County Public School's website. Transaction routing information is used primarily in a statistical summary type format to assess site content and server performance. Such summary information may be shared with business partners;
8. logs of routing information are retained to permit a security investigation on those rare occasions when a "hacker" attempts to breach computer security. In such cases such logs and information may be forwarded together with other relevant information in the possession of Stafford County Public Schools to law enforcement agencies;
9. there is no legal requirement on the part of the user to provide any information to Stafford County Public School's via its website. The website of Stafford County Public Schools will not operate, however, without routing information and essential technical information. Failure of a user's browser to provide optional information will make particular features or services associated with the web page unavailable to the user; and,

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10. users are to be provided with information as to how to contact Stafford County Public Schools with any questions concerning the Internet Privacy policy or statement, the practices of the Stafford County Public Schools website, and/or to review or correct any information previously submitted by the user.

Adopted by the School Board: September 25, 2001